

**Tasking Memorandum No. 00- 267**

**Memorandum For** Cdrs DCMDs, CMOs

**Subject:** DCMA Software CAS Conference September 18 – 22, 2000 (TASKING)

**Date:** July 12, 2000

**Suspense Date:** August 11, 2000

**Target Audience:** DCMA Software Professionals, Team Chiefs, Group Leaders, and Commanders

**Requirement(s):**

- The DCMA Software CAS Conference will be held September 18-22, 2000. The conference will be held at the Wyndham Orlando Resort, Orlando, FL. Hotel reservations must be made prior to **August 11**, 2000 by calling the hotel directly at 407/351-2420 or 800/421-8001. To receive the established group rate, you must identify yourself as a member of the DCMA Software CAS Conference group when making your reservation.
- Attendance for selected Software Professionals will be funded through the Software Professional Development Program (SPDP). We would like 50 representatives from DCMDE, 50 representatives from DCMDW, and 2 from DCMDI. DCMD Staff Software Professionals (as identified below) will assign District CMO allocations for the conference. The SPDP Lead Agent will coordinate the issue of fund citation codes to all attendees through the cognizant CMO Training Coordinator. The number of attendees from the Orlando area will be limited, and even if not on TDY, will be required to register for the conference in advance.
- Attendees may register for the conference online by clicking here or by going to the DCMA Home Page <http://www.dcmc.hq.dla.mil/> and clicking on "Events". On-line registration must be made prior to **August 11, 2000**.
- Conference presentation slides will not be available as handouts at the conference. Therefore, attendees must visit the DCMA Home Page in advance to download and print any presentations they wish to bring with them. Materials will be posted as they become available.
- Shuttles will be available for transportation to and from the airport at a nominal fee; as such, no rental cars will be authorized. Ground transportation information may be obtained from the hotel.
- This year's conference will focus on DCMA Software Initiatives. The theme, "Software CAS Initiatives 2000" will provide insight to all of the Agency's current initiatives and the influence on future Software Contracts Administration Services that can be provided. Specific topics that will be covered are given in the agenda

**Plas Codes**

Monday and Friday – Process Code 250; Travel and Program Code NP053: Conference Based Training.

Tuesday thru Thursday – Process Code 217C and Program Code NP053

**Points of Contact for Further Information:**

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